

Submarine PCO Detailing Information

(Updated: June 21, 2011)



1. Your Detailer: The XO Detailer (PERS-421) is your detailer until you are slated. The XO detailer will decide which PCO slate you will be assigned on and provide your name to the CO Detailer (PERS-42B). The CO detailer will contact you when he is ready to start taking inputs and discussing the PCO assignment process. The most important thing you need to do in advance is make sure the XO detailer has current contact information for you (work & home e-mail, work & home phone).

2. The Process:

- A. The CO Detailer (PERS-42B) will contact you and ask you to provide inputs on an excel spreadsheet. A copy of the spreadsheet is attached to the NPC/PERS-42 website. The inputs consist of your assignment history/background and your preferences for assignment.
 - (1) Don't sell, just provide facts.
 - (2) FITREPs are your real experience record; your input assists in verifying your record is accurate and compete.
- B. The CO Detailer will work the PCOs and submarines on the slate and propose the assignments to N87, COMSUBPAC, COMSUBFOR, and Naval Reactors. The Flag Officers and their leadership teams do actually look at the proposed slate, provide feedback, ask questions, and may refer back to the detailer several times. The approval process from providing your inputs to the detailer until a submarine Flag Officer notifies you of your assignment could take several months.
- C. Following slate approval and PCO notification, the CO Detailer's goal is to have the orders out 3 months prior to detachment from your current command. The orders will include the required training track and ultimate assignment. It is easier for the overall process to get the orders released and then modify for circumstances that may be specific to your detail.
- D. Recognize that the JFTR precludes providing an intermediate stop (I-Stop) in your orders to your original duty location for leave or to permit you to move your family. Intermediate stops at ultimate duty location are not restricted. For example, if you are currently stationed in Norfolk and your ultimate assignment is in San Diego, I can provide I-Stops in San Diego during breaks in the training track; however, I cannot I-Stop you in Norfolk. We will work those details once your slating is complete.
- E. IAW NAVADMIN 136/10, all unrestricted line officers (URL) who screen for Commander Command after 15 April 2010 must complete JPME Phase I prior to assuming command. For 1120 PCOs that means prior to starting the PCO Pipeline. If you are in doubt as to when you screened, before or after 15 April 2010, give the CO detailer a call.

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3. Timing: Do not hesitate to engage with the XO Detailer to determine when he is lining you up for a PCO Slate. Due to our career path your post XO shore tour could be as short as 18 months vice a standard 24 months. Talk with XO Detailer early!

Actions:

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| 1. First 6 months on Post XO Shore Tour: | Discuss PCO Slate timing with XO Detailer |
| 2. 5-7 months from start of PCO Pipeline: | CO Detailer will contact you |
| 3. 3-4 months from start of PCO Pipeline: | Your assignment set, orders received |

4. PCO Training Pipeline:

A. Required Schools:

1. Naval Reactors (NR): 13 weeks at the Navy Yard in Washington DC, normally starts first week of a quarter (Jan, Apr, Jul) except for the 4th quarter which starts mid September. For SSN/SSBN with Microprocessor you will also have a 2 day stop at KAPL during the time at NR. You will receive extensive information about reporting, accommodation, etc from Naval Reactors at the contact e-mail that you provide your detailer.
2. Submarine Command Course (SCC): 9 weeks starting in either Pearl Harbor (January/July) or Groton (April/October)). SCC Includes 7 days of Staff Briefs and COAT Training.
3. Command Leadership School: 2 weeks in Newport, RI. Your wife will receive invitational orders to attend the second week for a spouse's course if she desires to attend. They have a lot of information on their website and you will receive specific information after we get your quota.
4. CO/XO D-5 Backfit Replacement Course (for SSBN COs). This is sometimes referred to as the SWS course. January/June – Kings Bay. March/September – Bangor.
5. VMS Refresh (3 days). This course is conducted at the training center in ultimate location.

B. Optional Schools:

1. JPME II: A SUBFOR Career Path goal is to have all officers complete JPME I & II prior to command. If you have not attended previously, the CO detailer will attempt to assign as the first stop in your training pipeline. It is 10 weeks in Norfolk. JPME I must be completed prior to attendance in JPME II. A waiver is available for JPME I non-completion but the waiver requires that you are currently enrolled in JPME I and that you attend an extra week of training prior to JPME II making it an 11 week course. JPME I must still be completed prior to receiving credit for attendance at JPME II.
2. Joint Maritime Tactics Course (JMTC): 2 weeks at either TACTRAGRULANT in Norfolk or TACTRAGRUPAC in San Diego.

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5. Orders/Travel:

- A. Cars: None are provided for Naval Reactors course in DC or JPME II in Norfolk. One car per every 3-4 students will generally be assigned for SCC. One car per 4 students will be provided for KAPL training during Naval Reactors course but you must coordinate that early upon arrival at Naval Reactors.
- B. "I-Stops": The Detailer can insert "350 TDY Intermediate Stops" into your orders in some cases if you desire not to take leave when the training pipeline is not optimum. We must balance the overall cost to the government when inserting these TDY stops. He is not allowed to randomly insert I-Stops to "buy you a plane ticket" to another destination. Remember an I-Stop back to your originating location is not normally allowed.
- C. Do not buy your own plane tickets or rent a car if you haven't talked with the CO Detailer first. It could cost you money if the orders are not written to accommodate. Once you have filed a travel claim and you are checked in to your ultimate duty station, an ORMOD cannot be issued that will account for unique travel situations even if it would have been authorized.
- D. Mrs. Mary Rowe (PERS-42P) at (901) 874-3942 can answer questions about your orders or class dates. She schedules the quotas and actually writes the orders for PCOs. However, all approvals and changes are made by the CO Detailer so go directly to the detailer and do not argue any issue with Mary.
- E. You can usually expect several modifications to your orders prior to completing the pipeline to account for some training adjustments. This is normal.
- F. Your orders and the orders for the outbound orders for the CO you are relieving will allow for a 30 day turnover period. For SSBN it will allow for 10 days of turnover period. The CO detailer does not have visibility to the ship's schedule so if there are changes that prevent a change of command from being executed the month after your EDA, let him know!

6. Advice/General Information:

- A. "First Law of Liquidation": You will be the first PCO to ever turn in a travel claim at your ultimate destination's PSD! Your clerk will never have seen a set of orders like yours before. Keep good records during your training pipeline and remain calm during the travel claim liquidation process. They are eventually worked out.
- B. Keep the detailer up to date on your contact information and change of command date. Specifically, once you start the pipeline, make sure the detailer has a cell phone number and e-mail address that you can normally be reached at.
- C. Despite rumors to the contrary, assignment changes are rare after you start the pipeline.

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- D. Get your Radiation Health Physical completed while still on your post XO shore duty. It is much easier to get things resolved prior to the pipeline and reset your physical so it will last through your command tour.
- E. Verify/update your security clearance data. This will cause you problems at SCC if not squared away.
- F. Go ahead and get your “official command photo” taken while on shore duty. Get a picture in Service Dress Blues and Summer Whites (cover on and cover off). That should cover most situations I have seen. **Yes, with the command pin on!**
- G. Go ahead and write up your official biography. There should be many, many examples of standard biographies to use on the internet. If you don’t have a mentor you can ask to review your bio, send it to the CO detailer and he will give you some feedback.
- H. At some point, the XO for your ship will be trying to track you down to get your picture, biography, and change of command invitation/address list. If you have most of that taken care of prior to starting the pipeline, it can make transition a lot smoother.
- I. The PCO pipeline is long and sometimes frustrating. Remember where you are heading, “command at sea”. Over 350 people started in your year group, less than 35 of you are now headed to command! Congratulations!

Note: There are two files attached to this PDF. You must select the “attachments” tab under “view” and then “navigation tabs”.

- CSF Career Path Message
- PCO Input Data